

100-5-2864  
Training

Approved For Release	5 May 1954
No Change in Class. ( )	
[ ] Discontinue	
Class. Changed to: VS. S. S.	
Next Review Date: _____	
Action: NE 73-8	
Date: _____	By: _____

The Secretary  
Committee on Admissions  
Advanced Management Program  
Soldiers Field  
Boston 63, Massachusetts

Dear Sir:

I have been requested to address a letter of appraisal to you concerning the proposed enrollment of Mr. [ ] in the Advanced Management Program.

STATINTL

During the past two and one-half years I have been in a position to observe Mr. [ ] as a principal administrative staff officer in this organization. During this period he has demonstrated to an outstanding degree the qualities of mind and character which I believe are fundamental to good management. He has been and is now depended upon heavily in this organization for major administrative responsibilities. He has a mature, disciplined mind capable of carefully reasoned argument or on-the-spot decisions as circumstances may demand. He is both creative and flexible in his approach to new and challenging administrative problems.

STATINTL

It is with wholehearted personal and official conviction that I recommend Mr. [ ] for admission to the Advanced Management Program as one who will not only profit himself and the Agency by work with the Program, but also may make some small contribution to it. The record which he is submitting reflects that he is well prepared to benefit from the opportunities which the Program will offer to him.

STATINTL

Sincerely,

15/  
L. R. White  
Acting Deputy Director

A-DD/A:LKW:laq  
Distribution:

- Orig & 1 - Addressee
- 1 - Personnel File - Mr. [ ]
- 1 - Office of Training
- 1 - Mr. [ ]
- 1 - DD/A chrono
- ✓ 1 - DD/A subject:

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